



4+1 Undergraduate to Graduate Education

Utica College students who will be certified to receive their undergraduate degree and are continuing on to an MS in Education must complete and submit this internal notification form to the Graduate Admissions Office, 410 Clark City Center, Utica, NY 13501. This form starts the process that will change your status from the undergraduate to the graduate level as you continue into the MS Education. Please select the program you are in:

___ BS Wellness/Adventure Ed to MS Physical Education & Health Education

___ BS/BA Communications and Media/Childhood to MS Childhood Education

___ BS Communications and Media/Childhood and Special Education to MS Childhood and Special Education

___ BA in History/Adolescence Education to MS Adolescence Education

___ BA in English/Adolescence Education to MS Adolescence Education

Please note that your change from undergraduate status to graduate status will not be completed until the Registrar has certified that you have met ALL requirements for graduation.

Last Name _____	First Name _____	MI _____
Permanent Address _____		
City _____	State _____	Zip _____ Phone _____
Email _____	Date of Birth _____	Start (Summer, Fall, Spring) _____ GPA _____
BANNER ID (UC): _____	Total Credits Earned _____	Applied for undergraduate degree? _____
Signature _____		Date _____

DO NOT WRITE IN THE SPACE BELOW—COLLEGE USE ONLY

Program Director	Approved _____	Denied _____
Comments:		
Signature _____		Date _____
Graduate Admissions Director	Approved _____	Denied _____
Date Certified to Graduate From Utica College (BS degree) _____		
Signature _____		Date _____